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Services

**CONTROL, CARE, AND IMMUNIZATION OF
PETS**

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This instruction assigns responsibilities and establishes procedures for the control, care, and immunization of pets. It applies to all personnel and organizations assigned to Yokota Air Base (AB).

SUMMARY OF REVISIONS

This revision supersedes 374 AW Instruction (374 AWI) 31-201; changes responsibility of owners (paragraph [2.1.2.](#)); adds paragraph [2.2.5.](#) and [2.2.6.](#); substitutes with 374th Support Group Services Division (374 SPTG/SV) (paragraph [2.4.](#)); adds “Entomology” (paragraph [2.4.2.](#)); adds microchipping information (paragraph [5.](#)); and changes terms explained (paragraph [A1.4.](#)). A bar (|) indicates revision from the previous edition.

1. Terms Explained. See [Attachment 1](#).

2. Responsibilities Assigned.

2.1. Owners will ensure:

2.1.1. Pets are properly registered and microchipped at the veterinary treatment facility within 3 working days of arrival, receive required immunizations, and wear the issued identification tag at all times.

2.1.2. Proper disposition; deregister from Veterinary Services any animal leaving the country. Reregister pets with new owner information when there is a change of ownership.

2.1.3. Pets showing a vicious or dangerous nature are not maintained on this installation.

2.1.4. No more than 3 pets are maintained per household (this restriction applies only to dogs and cats). Personnel having more than 3 registered dogs and cats prior to 1 May 1991 may continue to maintain them.

2.2. Veterinary Services will:

2.2.1. Advise the 374th Airlift Wing Commander (374 AW/CC) or the designee on pet neglect cases, vicious pets, and the pet disease control program, as well as administer required immunizations to pets and issue rabies identification tags.

2.2.2. Post quarantine areas and provide written instructions to owners when quarantine enforcement is needed.

2.2.3. Assist base officials in determining the need, and recommended method, for disposal of any pet believed to be a danger to the public.

2.2.4. Inform the 374th Security Forces Squadron (374 SFS) of any dangerous behaviors to include attempted or actual scratches, bites, or attacks by pets.

2.2.5. Implant microchips for permanent identification and maintain a database of all registered animals.

2.2.6. Have the authority to euthanize animals that must be disposed of.

2.3. The 374th Civil Engineer Squadron (374 CES) will dispose of animal carcasses found on base.

2.4. The Yokota Pet Adoption Center is operated by 374 SPTG/SV. The Yokota Pet Adoption Center will:

2.4.1. Operate a holding facility for pets for possible adoption.

2.4.2. Take into custody animals captured by the 374 SFS or Entomology (i.e., any pet which is not under control; not wearing an identification tag; causing a nuisance; or which is declared to be a danger to itself, other pets, or to persons other than the owner). When the Pet Adoption Center is closed, the individual dropping off the animal will complete a copy of 374 AW Form 70, **Pet Control Identification**, and place on the cage. When Pet Boarding staff are present, they will complete required paperwork.

2.4.3. Advise Veterinary Services of all suspected pet abuse or neglect cases.

2.4.4. Return safe pets to their respective owners when the pets are identified from collar and tag or microchip identification.

2.4.5. Take control of stray, lost, or feral cats or dogs. Any animals unclaimed after 5 days will become property of the Pet Adoption Facility. Animals will be evaluated by the Pet Adoption Facility staff and Veterinary Services for possible adoption. Any animals unfit for adoption may be euthanized. All other animals will be held for a period of at least 30 days after which a determination of whether or not to euthanize will be made considering space and adoptability.

2.4.6. When proof of ownership can be determined, 374 SPTG/SV will charge owners for boarding along with other related fees.

2.5. 374 SFS will:

2.5.1. Maintain administrative records of incidents and complaints involving pets, and forward an incident report to the owner's commander when an owner violates this instruction.

2.5.2. Complete an initial entry in the daily blotters on captured animals.

2.5.3. Pick up stray, abandoned, and vicious animals and transport to Pet Adoption Center.

3. Control of Pets:

- 3.1. Pets may be taken to an outside area if owners exercise control. Owners must remove and dispose of feces left by their pets and ensure pets do not cause a nuisance. Pets maintained off base are controlled per Japanese laws (check with the Japanese Public Health Office [Hokenjo] in your area).
- 3.2. Reference to 374 AW Pamphlet (374 AWPAM) 32-8, paragraph 10.12.1.3 for instructions pertaining to pets in base housing.
- 3.3. No outside quarters will be built or maintained for pets without permission of the 374 CES and the Base Veterinarian. To obtain permission, use AF Form 332, **Base Civil Engineer Work Request**. The form is self explanatory.
- 3.4. All costs resulting from damage, destruction, injury, care, billeting, euthanasia, or removal of pets will be incurred by the owner.

4. Care of Pets. Persons having custody of a pet must provide it with proper food, water, shelter, and veterinary care.

5. Registration and Deregistration of Pets. Pets requiring registration ([Attachment 1](#), paragraph [A1.7.](#)) will be registered with Veterinary Services. Registration for dogs, cats, ferrets, and rabbits include permanent identification with an implanted microchip, (microchipping). Veterinary Services will implant microchips for a small fee. A database of all pet microchipping will be maintained by the Veterinary Services Office. The database will be given to 374 SFS and the Pet Boarding Facility enabling stray pets to be returned to their owners. Updated lists will be distributed periodically.

6. Immunization of Pets:

6.1. All pets except birds and reptiles, 3 months of age or older, must be immunized against rabies. Those showing proof of immunization within the prescribed time intervals are exempt from receiving a new immunization at the time of arrival. A current, valid DD Form 2208, **Rabies Vaccination Certificate**, must be presented to Veterinary Services.

7. Removal of Pets From Installations:

7.1. 374 AW/CC or the designee may direct temporary or permanent removal of pets from 374 AW installations when:

- 7.1.1. The owner fails to have required pets immunized, registered, or microchipped ([Attachment 1](#), paragraph [A1.6.](#)).
- 7.1.2. The pet is not under control.
- 7.1.3. The pet has excessive or continual barking or other annoying habits.
- 7.1.4. The pet destroys government or private property, causes injury to humans or other pets, or has been taken into custody twice according to paragraph [2.4.2.](#)

7.2. The pet is determined to be vicious or dangerous. Pets do not have to scratch, bite, or attack a person or other pets in order to be declared vicious or dangerous. A pet may develop an ill temper or dangerous nature which would make such removal necessary. In any reported incident in which a pet attempts to or does scratch, bite, or attack a person or another pet, the Base Veterinarian will carefully

review all circumstances before deciding whether to advise 374 AW/CC or the designee to have the pet permanently removed from the installation. Veterinary Services will forward all cases involving repeated actual or attempted scratches, bites, or attacks by a pet to 374 AW/CC or the designee for review.

8. Pet Breeding. Pets will not be bred on the installation for the purpose of monetary gain.

9. Form Prescribed. 374 AW Form 70, **Pet Control Identification.**

MARK A. VOLCHEFF, Colonel, USAF
Commander

Attachment 1**TERMS EXPLAINED**

A1.1. Control-- Acts of owners to regulate pet behavior to prevent public nuisance. In case of all pets, the word "attended" means:

A1.1.1. Dogs are restrained outdoors at all times by a leash under the control of an adult or youth, old enough and strong enough to control the pet. The leash must be strong enough to control the pet or the dog must be in an approved fenced area, meeting base requirements.

A1.1.2. Owners of cats are responsible for their pets actions both indoors and outdoors. Although, cats are not required to be leashed, they are not to be allowed to roam freely.

A1.1.3. Rabbits and ferrets, if taken outside, must be restrained by leash or in an approved fenced area. The fenced area must be adequate to contain the animal to prevent escape from gaps in fencing.

A1.1.4. All pet owners are responsible for their pets actions whether indoors or outdoors.

A1.2. Nuisance-- Any occasion where a pet causes annoyance, inconvenience, injury, or discomfort to persons other than its owner.

A1.3. Owner --A person legally possessing a pet or one who provides for its welfare, although not having legal ownership. Ownership is interpreted through registration or other means.

A1.4. Pets --Authorized pets are: Dogs, cats, tropical fish, gerbils, hamsters, rabbits, ferrets, and birds. Prohibited animals are: Farm, exotic, reptile, ranch, and wild.

A1.5. Quarantine --Confinement of a pet at a location designated by the Base Veterinarian.

A1.6. Microchipping --A procedure to insert a small microchip under the skin between the shoulder blades. Mandatory for dogs, cats, ferrets, and rabbits. The microchip is then read by scanner to obtain identification.

A1.7. Registration --The process of establishing medical records with Veterinary Services. Mandatory for dogs, cats, ferrets, and rabbits. Any other animal may be registered if desired by owner.